

# New Boston Recreation Commission

**Subject:** Commissioners' Meeting  
**Date:** January 25, 2010  
**Location:** White Buildings

**Attendees:**

*Commissioners:* Lee Brown, Kim Borges, Ken Hamel, David Hulick, Jen Martin

*Staff:* Mike Sindoni, Mary Barone

*Guests:* None

\* = *absent*

1. Online program reviews: 2007, 2008 & 2009 New Boston website activity. Recreation had more activity than other town pages. The recreation department calendar was requested 61 thousand times in 2009.
2. Noel Sagna market study. A list of comparable towns was presented. Towns similar to New Boston in population today (5,000) and towns with population where New Boston is expected to be in 10 years (6,500) were selected. He also prepared a list of questions to use in the survey. Funding sources for other town recreation programs will be one of the questions asked.
3. Historical building: There will be an article in the town warrant to renovate the historic building. The space might have to be shared with someone from town hall because they might have to sacrifice an office to reserve space for an elevator.
4. Finance committee: Lee reviewed funding options for facility maintenance. Instead of \$3,500 proposed by recreation to be funded by the town, finance offered \$2,000, leaving a shortfall of \$1,500 to be funded by recreation. Total maintenance requirements are estimated at \$8,500.
5. Soccer: Mary proposed putting a link to Tri-town soccer from the New Boston site. This idea was supported by the commission.
6. Revolving account: Jim Hilton from Newmarket had some comments about revolving fund accounts. How should the approval of the revolving fund account be worded? Our revolving fund account has had a significant balance and the town is prepared to pay interest on that amount.
7. Financial reporting: Kim is working with Mike and Mary to set up a reporting format. David, Lee and Kim will work on the draft before the next meeting.
8. Baseball / Softball: There was discussion about a surcharge of between \$6 and \$8 for soccer and baseball participants plus fund raising. The baseball fee in 2009 was \$70. The program lost more than \$8,000 last year. Mowing was \$4,500 and uniforms were almost \$11,000, which represents almost half of all the expenses. There were 235 participants. How can we bridge the \$38 per player gap? Reuse the uniforms from year to year? Put a deposit on the uniforms? Reusing results in extra administrative time, storage considerations, and the inevitable degradation of uniform sets. Maybe supply tops only and let the player supply the pants. Use volunteers to run the concession stand? Tap into the parents who chaperone for school dances? Look for advertising sponsorship? Lee will work on a proposal for reducing the baseball loss which will be followed by a letter to parents.
9. 2010 Goals: Lee presented a draft for discussion. He wants to use this as a basis for evaluations at the end of the year.
  - a. Improve financial reporting.
  - b. Evaluate programming.
  - c. Develop a building plan.
  - d. Develop additional sources of income for the revolving account.

- e. Continuing education for the director.
  - f. Work with the town to get the town to support field maintenance.
  - g. Complete comparative recreation department benchmarking with other towns.
  - h. Create a facility CIP.
  - i. Complete job descriptions for the director and assistant director.
10. Winter carnival: Coming up next weekend on January 30.
11. Mary reviewed her participation in a summer camp workshop. She distributed her ideas for discussion. Participation in the program has declined over the past 5 years. We had about 30 participants per day last summer, down from more than 50 in 2003. Offer part-time participation? She offered a graduated fee proposal with an early-bird registration incentive. The number of staffers has to be adjusted to match the number of participants. The summer staff is used to adjustments to hours based on the level of weekly participation. Maybe open the camp day from 8am to 6pm and eliminate the extra \$45 per week before and after camp fee. About half of the campers used the before and after program last year. She had some proposals for some new activities. Kids needing aides at school must have aides at the summer program. The registration form should include questions about childrens' special needs.
12. Mary and Mike went to the NHRPA conference several weeks ago. Mike attended a workshop about a camp in Biddeford, Maine that serves children with autism and Asberger's. He also attended workshops about website development and event fundraising. Mary attended workshops about different places in NH we could take different age groups. She participated in a workshop about facilitating meetings.
13. Should the recreation department purchase a bouncy house? 5-6 kid capacity. Maybe recreation could pool resources with the Church and the 4<sup>th</sup> of July commission. Renting is about \$300 per event. Mike will investigate purchasing one.
14. Next meeting: 7pm in the White Buildings, Tuesday, March 2.

***David Hulick, Secretary***